

APPLICATION FOR CHANGE OF PROGRAMME

SEMESTER: _____ SESSION: _____

INSTRUCTIONS

(i) To Applicant

Please complete section A and submit this form to the Dean of Academic of the College for releasing and accepting purposes.

(ii) To Dean (Academic) of the Releasing College

Please complete section B and submit this form to Dean of Academic the accepting College.

(iii) To Dean (Academic) of the Accepting College

Please complete section C and return this form to the Academic Office.

Note

This application is valid for applicant who registers within the first regular semester of his/her studies

Applicant is also required to pay RM200.00 to change programme.

SECTION A

(To be completed by applicant)

1. Name: _____	2. Student ID No.: _____
3. Mailing Address: _____	4. Telephone : Home : _____ Office : _____ Mobile : _____
5. Centre : _____	6. e-mail : _____
7. Current Programme/Code: _____ _____	8. New Intended Programme: _____ _____
9. Current Structure of Study: <input type="checkbox"/> Coursework <input type="checkbox"/> Coursework and Thesis/Dissertation <input type="checkbox"/> Research	10. New Structure of Study: <input type="checkbox"/> Coursework <input type="checkbox"/> Coursework and Research

11. Mode of Study: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	12. Sponsorship : _____
13. Reasons for Change of Programme: (Please use additional paper if necessary)	
14. Applicant's Signature :	Date :

SECTION B

(To be completed by the releasing College)

Comments of the Dean of Academic

Recommended

Not Recommended

Signature and Stamp : _____ Date : _____

Name : _____

SECTION C

(To be completed by the accepting College)

Comments of the Dean of Academic

Recommended

Not Recommended

Signature and Stamp: _____

Date: _____

Name : _____

FOR OFFICE USE

Date Received : _____

Processing Date : _____

Signature and Stamp : _____